



Department of Corrections and Rehabilitation

**NOTICE OF CHANGE TO
DEPARTMENT OPERATIONS MANUAL**

Chapter 3, Article 22, Employee Discipline

**Transmittal
Letter Number: 06/05**

**Revision Date:
January 3, 2006**

The purpose of this document is to provide the Department Operations Manual (DOM) holders with information regarding revisions to Chapter 3, Article 22 regarding Employee Discipline. Specific modifications were made to delete all text in Article 22, formally entitled Adverse Personnel Actions, and replace the text in it's entirety with the updated language which has been rewritten for clarity and easier reference.

Additionally, this document announces the revision of CDCR Form 402 (Rev 08/05), Hiring Authority Review of Investigation, and CDCR Form 403 (Rev 12/05), Justification of Penalty, and the addition of new CDCR Form 3028 (08/05), Waiver of Non-Involved Skelly Officer, and new CDCR Form 3029 (08/05), Suspension of Skelly Hearing, to be used in conjunction with processes contained in Article 22.

Please inform all persons concerned of the contents of this notice, which shall be maintained and the information contained in this document utilized, until it is incorporated into the next updated DOM. Please direct any inquiries to Timothy M. Lockwood, Chief, Regulation and Policy Management Branch, at (916) 358-1655.

Original signed by:

JOE McGRATH
Chief Deputy Secretary
Adult Operations

Attachment